

This listing of claims will replace all prior versions, and listings, of claims in the application:

Listing of Claims:

1. (Original) A computer system for use in managing the planning of meetings, said computer system comprising:

- at least one input device;
- at least one display;
- at least one processor;
- means for receiving meeting identification data from a planner through said input device;
- means for receiving meeting scheduling data;
- means for receiving resource data for resources required for a meeting;
- means for generating a request for proposal to send to a supplier of said resource;
- means for receiving proposal data from said supplier;
- means for tracking said request for proposals and said proposal data from said supplier;
- means for creating a budget for said meeting;
- means for receiving financial data for said meeting;
- means for receiving registration data for said meeting;
- means for storing data, said data comprising at least one member of the group consisting of meeting identification data, meeting scheduling data, resource data, request for proposal, proposal data, budget, and registration data; and
- means for generating a report based on said stored data.

8⁹ 2. (Currently Amended) The system as recited in claim 1 wherein said means for receiving registration data is coupled to said input device, and wherein said registration data is entered into said a registration unit through said input device.

3. (Original) The system as recited in claim 2 further comprising a link to a global informational network.

4. (Original) The system as recited in claim 3 wherein said means for receiving registration data comprises an input device coupled to said link to said global informational network.

5. (Original) The system as recited in claim 1 further comprising a link to a global informational network.

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6. (Currently Amended) The system as recited in claim 1 wherein said ~~dynamic~~ financial data comprises at least one member of the group consisting of forecasted costs, actual costs, forecasted income ~~and~~, actual income, budgeted costs, budgeted income, costs and income.

7. (Original) The system as recited in claim 1 further comprising:
a database containing information about suppliers for said meeting; and
means for searching said database.

8. (Original) The system as recited in claim 1 further comprising means for consolidating said stored data from two or more meetings.

9. (Original) The system as recited in claim 8 wherein said means for generating a report based on said stored data generates at least one report containing said consolidated data.

10. (Original) The system as recited in claim 1 wherein said means for generating a report based on said stored data generates at least one report containing financial data categorized according to one or more of the following supplier categories: food and beverage, meeting room rental, guest room rental, audio-visual equipment rental, equipment rental, printing, advertising, air travel, car rental, insurance, and staffing.

11. (Original) The system as recited in claim 10 wherein said financial data comprises meeting spending data for an organization.

12. (Original) The system as recited in claim 1 wherein said meeting scheduling data comprises information regarding cancelled meetings .

13. (Original) The system as recited in claim 12 wherein said means for generating a report based on said stored data generates a report comprising at least one member of the group consisting of: guest rooms for said cancelled meetings, meeting space for said cancelled meetings, transportation tickets for said cancelled meetings, and event tickets for said cancelled meetings.

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14. (Currently Amended) The system as recited in claim 1 further comprising: a ~~search unit,~~
~~wherein said~~ means for searching said stored data .

15. (Currently Amended) A method for managing the planning of meetings, said method comprising:

- receiving scheduling data for a meeting;
- storing said scheduling data;
- creating a budget for said meeting;
- storing said budget;
- receiving data related to a required resource for said meeting;
- storing said data related to said required resource;
- generating a request for proposal for provision of said required resource;
- storing said request for proposal;
- receiving a proposal from a supplier to provide said required resource;
- storing said proposal;

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importing data from said proposal into said budget;
collecting financial data for said meeting;
storing said financial data;
importing said financial data into said budget; and
reconciling said financial data, said proposal data and said budget,
wherein said storing steps comprise storing in a database.

16. (Currently Amended) The method as recited in claim 15 wherein said financial data comprises at least one member selected from the group consisting of: actual costs, forecasted costs, forecasted income, ~~and actual income~~, budgeted costs, budgeted income, costs and income.

17. (Original) The method as recited in claim 15 further comprising:

generating a report summarizing selected data related to said meeting, said data selected from the group consisting of meeting history, total meeting costs, total meeting income, meeting costs by category, meeting income by category, meeting costs by supplier, total actual meeting costs, total actual meeting income, actual meeting income by category, attendance, schedule of events, destination costs, and destination income.

18. (Original) The method as recited in claim 15 wherein said scheduling data comprises at least one member of the group consisting of meeting dates, event dates, meeting time of day, and event time of day.

19. (Original) The method as recited in claim 15 wherein said budget data comprises at least one member of the group consisting of forecasted costs, actual costs, forecasted income and actual income.

6¹² 20. (Currently Amended) A ~~The~~ method as recited in claim 15 further comprising:
generating a report containing financial data arranged into one or more categories selected from the group consisting of food and beverage, meeting room rental, guest room rental, audio-visual equipment rental, equipment ~~rental~~ rental, printing, advertising, air travel, car rental, insurance, and staffing; and
~~— negotiating reduced pricing with one or more suppliers in one or more of said supplier categories based on said financial data;~~
~~— negotiating for the provision of complimentary goods and services from one or more suppliers in one or more of said supplier categories based on said financial data with one or more suppliers in one or more of said supplier categories; and~~
comparing said financial data to said budget.

21. (Original) The method as recited in claim 20 wherein said financial data comprises meeting spending data for an organization.

22. (Original) The method as recited in claim 15 further comprising:
receiving cancellation data for a meeting; and
storing said cancellation data.

23. (Original) The method as recited in claim 15 further comprising:
consolidating all stored data.

24. (Original) A computer program product comprising:
a computer usable medium having computer readable code embodied therein for managing the planning of a meeting;
a computer readable program code configured to cause a computer to receive input that defines parameters for a meeting;

a computer usable medium having computer readable code embodied therein for creating a budget for a meeting;

a computer readable program code configured to cause a computer to receive input that defines a required resource for a meeting;

a computer readable program code configured to cause a computer to generate a request for a proposal from a supplier to provide said required resource for a meeting;

a computer readable program code configured to cause a computer to receive data from a proposal from a supplier to provide said required resource for a meeting;

a computer readable program code configured to cause a computer to generate a forecast of costs for said required resource for a meeting;

a computer readable program code configured to cause a computer to receive input that indicates an actual cost from a supplier for said required resource for a meeting;

a computer readable program code configured to cause a computer to compare said budget, said forecast of costs of said required resource and said actual cost for said required resource; and

a computer readable program code configured to cause a computer to store at least one member of the group consisting of input defining parameters for a meeting, input that defines a required resource for a meeting, a request for proposal for a required resource for a meeting, a proposal from a supplier to provide a required resource for a meeting, budget, input indicating an forecast cost for said required resource for a meeting, input indicating an actual cost for said required resource for a meeting, and comparisons of a budget, forecast costs and actual costs for a required resource for a meeting.

25. (Original) The computer program product as recited in claim 24 further comprising:

a computer readable program code configured to cause a computer to generate a report containing a set of dynamic meeting data selected from the group consisting of: meeting history, total meeting costs, total meeting income, meeting costs by category, meeting income by category, meeting costs by supplier, total actual meeting costs, total actual meeting income, actual

meeting income by category, attendance, schedule of events, destination costs, and destination income .

26. (Original) The computer program product as recited in claim 24 further comprising:
a computer readable program code configured to cause a computer to produce consolidated data from said stored data from two or more said meetings

27. (Original) The computer program product as recited in claim 26 further comprising:
a computer readable program code configured to cause a computer to generate at least one report containing said consolidated data.

28. (Original) The computer program product as recited in claim 24 further comprising:
a computer readable program code configured to cause a computer to generate at least one report containing financial data categorized according to one or more of the following supplier categories: food and beverage, meeting room rental, guest room rental, audio-visual equipment rental, equipment rental, printing, advertising, air travel, car rental, insurance, and staffing.

29. (Original) The computer program product as recited in claim 24 further comprising:
a computer readable program code configured to cause a computer to connect to at least one remote computer.

813 30. (New) The system as recited in claim 1, further comprising:
means for sharing said stored data with a plurality of planners.

31. (New) The system as recited in claim 30, further comprising:
means for generating a common calendar.

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- 32. (New) The system as recited in claim 31, further comprising:
means for alerting said plurality of meeting planners to potential meeting conflicts.
 - 33. (New) The system as recited in claim 30, further comprising:
means for receiving distressed inventory data; and
means for notifying said plurality of meeting planners of said distressed inventory data.
 - 34. (New) The system as recited in claim 1, further comprising:
means for providing attendee services.
 - 35. (New) The system as recited in claim 1, further comprising:
means for searching for suitable venues for a meeting.
 - 36. (New) The system as recited in claim 1, further comprising:
means for displaying internal meeting space.
 - 37. (New) The system as recited in claim 1, further comprising:
means for tracking expenses by vendor; and
means for comparing forecasted expenditures to budgeted expenditures.
 - 38. (New) The system as recited in claim 37, further comprising:
means for reconciling expenditures.
 - 39. (New) The method as recited in claim 15, wherein the step of receiving scheduling data for a meeting comprises receiving data for a plurality of meetings from a plurality of meeting planners, and further comprising:
sharing the meeting scheduling data with the plurality of meeting planners.

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40. (New) The method as recited in claim 39, further comprising:
generating a common calendar.
41. (New) The method as recited in claim 40, further comprising:
alerting said plurality of meeting planners to potential meeting conflicts.
42. (New) The method as recited in claim 39, further comprising:
receiving distressed inventory data; and
notifying said plurality of meeting planners of said distressed inventory data.
43. (New) The method as recited in claim 15, further comprising:
tracking expenses by vendor; and
comparing forecasted expenditures to budgeted expenditures.
44. (New) The method as recited in claim 43, further comprising:
reconciling expenditures.
45. (New) The method as recited in claim 20 further comprising:
negotiating reduced pricing with one or more suppliers in one or more of said supplier
categories based on said financial data; and
negotiating for the provision of complimentary goods and services from one or more
suppliers in one or more of said supplier categories based on said financial data with one or more
suppliers in one or more of said supplier categories.
46. (New) A computer system for use in managing the planning of meetings for a plurality of
meeting planners, the computer system comprising:
a shared database comprising meeting identification data and meeting scheduling data;
means for receiving meeting identification data from a plurality of meeting planners;

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means for receiving meeting scheduling data from a plurality of meeting planners;
means for storing data in the shared database; and
means for generating a common calendar containing meeting identification data and meeting scheduling data for a plurality of meetings.

47. (New) The computer system according to claim 46, further comprising:
means for receiving distressed inventory data; and
means for notifying the plurality of meeting planners of the distressed inventory data.

48. (New) The computer system according to claim 46, further comprising:
means for receiving resource data for resources required for a meeting;
means for generating a request for proposal to send to a supplier of the resource;
means for receiving proposal data from the supplier; and
means for tracking the request for proposals and the proposal data from the supplier.

49. (New) The computer system as recited in claim 46, further comprising:
means for alerting said plurality of meeting planners to potential meeting conflicts.
